

STATE OF HAWAII
STATE PROCUREMENT OFFICE
HONOLULU, HAWAII

July 11, 2000

MEMORANDUM

TO: ALL AGENCIES

FROM: Procurement Officer

SUBJECT: Change No. 6*
SPO Vendors List No. 99-19 (All Islands)
MACINTOSH COMPUTER VENDORS LIST
(RFP 99-057-SW)

(*NOTE: There are no change Nos. 3 and 4 issued for this vendors list.)

This Vendor List will expire on July 14, 2000 and will not be extended. Purchasing agencies are advised to follow small purchase procedures for purchases totaling under \$25,000 or competitive sealed bids for purchases totaling \$25,000 or more.

Questions concerning this change may be directed to Ruth Yamaguchi at ph. (808) 586-0567.

Procurement Officer

STATE OF HAWAII
STATE PROCUREMENT OFFICE
HONOLULU, HAWAII

January 3, 2000

MEMORANDUM

TO: All Agencies
FROM: Procurement Officer
SUBJECT: Change No. 5
SPO Vendors List No. 99-19 (All Islands)
MACINTOSH COMPUTER VENDORS LIST
(RFP-99-057-SW)

The subject price list is **extended to July 14, 2000.**

Attached SPO Vendors List No. 99-19 is updated to incorporate all changes to date and is **effective January 15, 2000.**

Any questions relating to this vendors list may be directed to Ms. Ruth Yamaguchi of the State Procurement Office, telephone (808) 586-0567; facsimile (808) 586-0570.

ROBERT J. GOVERNS, CPPB
Procurement Officer

Attachment: Vendors List No. 99-19,
updated to include all changes issued to date.

STATE PROCUREMENT OFFICE

***Updated** SPO VENDORS LIST NO. 99-19 (All Islands)
(*Update includes Change Nos. 1-2)

MACINTOSH COMPUTER VENDORS LIST
(Including Apple Macintosh Power Books and Printers)

January 15, 1999 to July 14, 2000
(RFP-99-057-SW)

Note: Those individuals authorized to use the previously issued *PC Vendors List* are also authorized to use the *Macintosh Computer Vendors List*.

PURCHASE ORDERS shall be placed with the vendors listed herein.

Agencies are instructed to obtain the appropriate Vendor Codes for remittance purposes from the "Alphabetical Vendor-Edit Table Report" available at your department's fiscal office, and annotate the vendor code on the purchase order.

Agencies are advised to retain a copy of this Vendors List should future reference to specific terms and conditions be necessary.

VENDORS

Comp USA, Inc.

Inacom Corporation
dba Inacom Information Systems

Mac Made Easy, Inc.

UNIT PRICES quoted by the vendors include delivery to the agency's designated user location, freight charges, maintenance during the one (1) year warranty period, and all applicable costs and taxes.

"SPO VENDORS LIST NO. 99-19" should be noted on purchase orders issued against this Vendors List.

EXCEPTIONS TO PURCHASE OFF THE PC VENDORS LIST. Pursuant to Section 3-121-6 HAR, it is mandatory that all agencies of the Executive Branch purchase from lists issued by the

State Procurement Office. In addition, the Chief Procurement Officers of the Judiciary and the Office of Hawaiian Affairs have agreed and committed their agencies to this list.

However, if the quality level or product design of items available from vendors listed herein are not suited to an agency's purpose, an exception to this commitment may be granted to such agency by the purchasing jurisdiction's Chief Procurement Officer. Executive Branch agencies shall request this exception on SPO Form-5 (dated 6/98 or later), *Request for Authorization to Purchase Outside of the State Procurement Office Price List*. Individual CPOs may elect not to extend their commitment to this contract beyond the initial contract term specified herein.

PROCUREMENT PROCEDURE UNDER THIS CONTRACT. Agencies will be required to procure Macintosh Computer Equipment from the vendors awarded contracts as a result of this RFP and in accordance with the following procedures issued by the State Procurement Office (see also *Exhibit A*):

Agency responsibility to solicit quotations: For any dollar level of expenditure, agencies are required to solicit quotations from all companies on the Macintosh Computer Vendors List. Considering all factors, including but not limited to price, quality, warranty and delivery, purchase shall be made from the vendor with the most advantageous quotation. Agency will complete the *Macintosh Computer Selection Form* (attached *Exhibit B*) and retain the form in its procurement file.

For expenditures of \$100,000 or more, agencies must receive prior approval of their Departmental DP Coordinator (information technology manager) before making the purchase.

Vendor's responsibility to provide quotations: Vendors are required to provide written quotations within three (3) business days of written agency request for expenditures less than \$100,000. For expenditures \$100,000 and greater, vendors are required to provide written quotations within five (5) business days of written agency request. Vendors not fulfilling this requirement shall be reported to the State Procurement Office. If a Vendor is unable to provide a quotation, they shall submit a negative response to the agency outlining why they are unable to reply. Price quotations shall be valid for at least thirty (30) calendar days unless a shorter time is specified by the vendor.

Consideration of Quotations: Agencies must consider all quotations received.

Failure to receive two (2) quotations: Agencies that do not receive a minimum of two (2) quotations for product and pricing for expenditures of \$100,000 and greater must receive Chief Procurement Officer approval before executing the procurement.

Uniform request for quotations: Agency is responsible for preparing a uniform request for product and pricing quotations and submitting the same request to all vendors. At a minimum, agency shall specify the minimum requirements of the Macintosh Computer Equipment (i.e. minimum processor speed, hard drive size, RAM, monitor size, video memory, sound card, network interface card), delivery location(s), delivery time if less than thirty (30) calendar days, installation, extended warranty, purchase, lease or rent.

Qualifying Equipment: Macintosh Computer Equipment, including Apple Macintosh PowerBooks and Printers, with processors of 200MHz and faster shall be acquired from the Macintosh Computer Vendors List. Agencies shall utilize the Macintosh Computer Vendors List for the procurement of complete Macintosh Computer systems only (i.e. processor unit, monitor, keyboard) and not individual components (i.e. separate memory modules, monitors, hard drives) for existing systems.

Agencies may procure the following with their Macintosh Computer systems at the time of ordering: additional or upgraded hard drives, CD-ROM drives, other internal drives or internal tape backup devices, RAM, video memory, sound cards, speakers, network interface cards, internal modems, extended manufacturer warranties, and carrying cases and accessories for PowerBooks.

Agencies of the Executive Branch only shall not procure software utilizing the Macintosh Computer Vendors List, *except* standard operating system software (i.e. OS7) and other software which is bundled as standard equipment on a line of computers. Agencies shall not procure desktop PCs, PC notebooks, or non-Apple printers utilizing the Macintosh Computer Vendors List.

Group Equipment Requirements: The major components of any model quoted by a vendor shall be Apple Macintosh branded equipment. Major components of each model which must all bear the Apple computer name includes the CPU system unit, keyboard, and monitors up to 15". Components from the same manufacturer covers items actually produced by the manufacturer or authorized through original equipment manufacturing (OEM) license, or manufacturer authorized as part of the item's specifications. Non-Apple monitors may only be purchased when listed by the vendor herein.

DELIVERY. The vendor must deliver all products ordered on the purchase order to the specified location within a maximum of thirty (30) calendar days after vendor's receipt of the purchase order (unless faster delivery requirements have been specified by the purchasing agency at the time of quotation).

If the vendor cannot meet the scheduled delivery time, the vendor must notify the purchasing agency of the reasons for the delay and make arrangements for a later delivery. The purchasing agency may waive the required delivery time if the delay is reasonable or beyond the control of the vendor. The determination of whether the delay is reasonable or beyond the control of the vendor is within the sole discretion of the purchasing agency.

ACCEPTANCE. The purchasing agency must accept or reject the system within ten (10) calendar days after delivery (or vendor's installation) of the system.

ON-SITE WARRANTY of the items furnished herein shall be guaranteed by the vendor for a minimum period of one (1) year from acceptance by the purchasing agency, or as guaranteed by the manufacturer, whichever is longer. The warranty shall protect the purchasing agency against defects resulting from the use of defective or inferior materials, against defects resulting from negligent workmanship, and against all design and manufacturing defects.

Vendor shall replace or repair, at the user's site of the installed product, any defective workmanship and/or materials with equal or better parts at no cost to the purchasing agency for parts and labor during the warranty period, provided such defects are not due to abuse or negligence on the part of the purchasing agency.

Only parts that are manufacturer authorized as to not void the warranty shall be used in warranty repair. All parts shall be of new manufactured condition. Reconditioned parts will not be acceptable.

Minimum Response Times Required for Corrective Maintenance Requests.

- I. **Response Time:** The vendor shall acknowledge receipt of any call for corrective on-site service within TWO (2) hours.
- II. **Resolution Time:** On Oahu, the problem must be resolved to the user agency's satisfaction within twenty-four (24) hours after the initial call. On the islands of Hawaii, Maui, and Kauai, the problem must be resolved to the user agency's satisfaction within forty-eight (48) hours after the initial call. On the islands of Molokai and Lanai, the problem must be resolved to the user agency's satisfaction within seventy-two (72) hours after the initial call. Note: for Powerbooks, vendor shall have ten (10) calendar days to complete warranty repairs and return equipment to the State user agency. Vendor shall be responsible for picking up equipment at user agency, and all shipping and associated costs.

If the problem cannot be resolved within the times indicated, the vendor must inform the user agency of the reasons for the delay and provide an estimated completion time.

QUALITY of equipment furnished shall be new and with warranties applicable to new equipment. All equipment supplied shall be labeled and/or embossed with the manufacturer's name, logo, serial number, and/or part number. It shall be free from defects which may render it unfit to use. Damaged or rejected items must be immediately removed from the site and replaced with items of the quality required by these specifications, at no cost to the State.

Failure to replace or to remove any rejected item shall not relieve the vendor from the responsibility imposed upon it by the contract.

The ordering agency may, at any time, by written order, stop the delivery of equipment not conforming to these specifications. Such stop order shall not relieve the vendor of its obligation to complete its work within the contract time limits, nor shall it in any way terminate, cancel, or abrogate the contract or any part thereof.

VENDORS LIST AVAILABLE ON HAWAII FYI. Agency with a computer and modem may retrieve a copy of this list via the State's Hawaii FYI electronic gateway by dialing the following modem number:

Hawaii	974-6640
Kauai	274-3600
Maui	984-2000
Oahu	587-4800

At the main menu select *Hawaii Internet Services Menu*, then click on *State Price Lists* for the current listing. If assistance is required to access Hawaii FYI, call the ICSD Assistance Center at 586-1919 from Oahu and 1-800-252-1132 from the neighbor islands.

This list is also available on the Internet at www.hawaii.gov/icsd/dags/prices/pricelist.html.

USE OF PRICE LIST BY NONPROFIT ORGANIZATIONS. Pursuant to Section 103D-804, Hawaii Revised Statutes (HRS), nonprofit organizations with current purchase of service contract(s) (Chapter 42D or I03F, HRS) have been invited to participate in the State Procurement Office's (SPO) price lists.

If a nonprofit organization (hereinafter called "nonprofit") wishes to purchase from a SPO price list, the nonprofit must obtain approval from each price list vendor, i.e., participation must be mutually agreed upon. A price list vendor may choose to deny participation by a nonprofit. Provided, however, if a nonprofit and price list vendor mutually agree to this arrangement, it is understood that the nonprofit will retain its right to purchase from other than a price list vendor.

At the time of award SPO will inform vendor(s) of those nonprofits interested in participating.

VENDOR EVALUATION form should be used to report complaints or commendations; a form is attached for your convenience. Agencies are encouraged to use the form whenever appropriate. Completed form(s) may be mailed or faxed to the State Procurement office. Attn: Ruth Yamaguchi, FAX No. (808) 586-0570

QUESTIONS relating to this price list may be directed to Ms. Ruth Yamaguchi of the State Procurement Office, telephone (808) 586-0567; facsimile (808) 586-0570.

ROBERT J. GOVERNS, CPPB
Procurement Officer

VENDOR INFORMATION

Comp USA, Inc.

Address to send Purchase Orders:
604 Ala Moana Blvd.
Honolulu, HI 96813
or
Waikale Shopping Center
94-875 Lumiaina Street
Waipahu, HI 96797

Address to send Payments:
Comp USA
P.O. Box 200670
Dallas, TX 75320 0670

John Bingaman
Russ Puuri

Contact Person(s):
Direct Sales Manager (808) 543-6602
john_bingaman@compusa.com
Direct Sales Manager (808) 680-7002
russ_puuri@compusa.com

Macintosh Computer
Vendors List
Revised 1/15/00

SPO Vendors List No. 99-19
1/15/99 to 7/14/00

Telephone and Facsimile Numbers:

Neighbor islands can call toll free by dialing 1-800-COMPUSA (266-7872) and putting in your zip code when prompted by recording.

(808) 543-6683 (Fax)

Internet Address: www.compusa.com

**Inacom Corporation,
dba Inacom Information Systems**

Address to send Purchase Orders:

1020 Auahi Street, Bldg #5
Honolulu, HI 96814

Address to send Payments:

Western Region Ctr.
File 81581
Los Angeles, CA 90074

Contact Person(s):

Kent Nakata	(808) 589-5800
Joe Camysz	(808) 589-5800
Dorian Espinosa	(808) 589-5840
Monica Pierce	(808) 589-5824

Telephone and Facsimile Numbers:

(800) 267-1956*

(808) 589-5899 (Fax)

*Neighbor island agencies, please call the 800 number and have your call transferred to the appropriate person.

Internet Address: www.inacom.com

Mac Made Easy, Inc.

Address to send Purchase Orders and Payments:

2752 Woodlawn Drive, Suite 5-204
Honolulu, HI 96822

Contact Person(s):

Betty Markowski
Kim Mackenzie

Telephone and Facsimile Numbers:

(808) 988-2665

(808) 988-5954 (Fax)

Note: Mac Made Easy maintains a "no return" policy on some equipment, such as the i Mac and Apple Build-to-Order (BTO) systems. Vendor shall specify in its quotes which items are not returnable. Please contact vendor if there are questions concerning a product you are considering purchasing.

MACINTOSH COMPUTER SELECTION FORM

(retain in your procurement file and attach copy to purchase order)

Quote #	Make/Model of Macintosh	Unit Price	Qty	Total Price	Vendor
1					
2					
3					
<i>Agency must solicit three vendors for all purchases and leases</i>					

Quote Selected: # _____ Date: _____

This quote is most advantageous for the following reason(s):

Quotation Requested and Selection Decision by:

Name: _____

Signature: _____

Department/Division: _____

Phone/Fax Numbers: _____

Approval of Departmental DP coordinator for expenditures of \$100,000 or more:

(Signature)

(Date)

Approval of CPO (for expenditures of \$100,000 and greater failing to receive two (2) quotations for product and pricing):

(Signature)

(Date)

Exhibit B

Revised 1/15/00

MACINTOSH COMPUTER WRITTEN QUOTATIONS

(retain in your procurement file)

TO: _____ Telephone _____

_____ Facsimile: _____

FROM: _____ Telephone: _____

_____ Facsimile: _____

=====

AGENCY TO COMPLETE SECTION BELOW

PROVIDE A QUOTATION for the following Year 2000 compliant computer equipment (agency shall indicate below the specifications of the equipment. Agency shall indicate if such specification is a minimum or approximate requirement):

Processor Speed: _____

Video Memory: _____

RAM: _____

Sound Card: _____

Hard Drive Size: _____

Speakers: _____

Additional Hard Drive: _____

Network Interface Card: _____

Other internal Drive: _____

Installation: _____

Tape Backup Device: _____

Extended Warranty: _____

Internal Modem: _____

Delivery Time: _____

CD-ROM Drive and Speed: _____

Delivery Locations: _____

Monitor Size: _____

Purchase/Lease/Rent: _____

Operating System: _____

Other: _____

Agency may use this form or prepare a separate request. Agency is responsible for preparing a uniform request for product and pricing quotations and submitting the same request to all vendors.

=====

VENDOR TO COMPLETE SECTION BELOW

Date: _____ Quotation Expires on: _____ *

Vendor Representative (Name): _____

(Signature): _____

* Quotation shall be valid for at least thirty (30) calendar days unless a shorter time is specified by the vendor. Vendor shall fax this form to the agency above with quotation addressing the stated requirements. Pricing shall include delivery to location(s) designated, and all applicable costs and taxes.

Exhibit C

Revised 1/15/00

PROCUREMENT PROCEDURES FOR THE MACINTOSH COMPUTER VENDORS LIST

Agencies shall procure Macintosh computers (including Apple Macintosh PowerBooks and printers) from the vendors listed on the Macintosh Computer Equipment Vendors List in accordance with the following procedures:

Agency responsibility to solicit quotes: For any dollar level of expenditure, agencies are required to solicit quotations from all companies on the Macintosh Computer Vendors List. Considering all factors, including but not limited to price, quality, warranty and delivery, purchase shall be made from the vendor with the most advantageous quotation. Agency will complete the *Macintosh Computer Selection Form* (Exhibit B) and retain the form in its procurement file.

For expenditures of \$100,000 or more, agencies must receive prior approval of their Departmental DP Coordinator (information technology manager/coordinator) before making the purchase.

Vendor's responsibility to provide quotations: Vendors are required to provide written quotations within three (3) business days of written agency request for expenditures less than \$100,000. For expenditures \$100,000 and greater, vendors are required to provide written quotations within five (5) business days of written agency request. Vendors not fulfilling this requirement shall be reported to the State Procurement Office. If a Vendor is unable to provide a quotation, they shall submit a negative response to the agency outlining why they are unable to reply. Price quotations shall be valid for at least thirty (30) calendar days unless a shorter time is specified by the vendor.

Consideration of Quotations: Agencies must consider all quotations received.

Failure to receive two (2) quotations: Agencies which do not receive a minimum of two (2) quotations for product and pricing for expenditures of \$100,000 and greater, must receive Chief Procurement Officer approval before executing the procurement.

Uniform request for quotations: Agency is responsible for preparing a uniform request for product and pricing quotations and submitting the same request to all vendors. At a minimum, agency shall specify the minimum requirements of the Macintosh Computer (i.e. minimum processor speed, hard drive size, RAM, monitor size, operating system, video memory, sound card, network interface card), delivery location(s), delivery time if less than thirty (30) calendar days, installation, extended warranty, purchase, lease or rent. Agencies may request quotations on a generic, "brand name or equal", or product-specific basis.

Qualifying Equipment: Macintosh computers (including Apple Macintosh PowerBooks and printers) with processors of 200MHz and faster shall be acquired from the Macintosh Computer Vendors List. Agencies shall utilize the Macintosh Computer Vendors List for the procurement of complete Macintosh Computer systems only (i.e. processor unit, monitor, keyboard) and not individual components (i.e. separate memory modules, monitors, hard drives) for existing systems.

Agencies may procure the following with their Macintosh Computer systems at the time of ordering: additional or upgraded hard drives, CD-ROM drives, other internal drives or internal tape backup devices, RAM, video memory, sound cards, speakers, network interface cards, internal modems, extended manufacturer warranties & carrying cases and accessories for PowerBooks.

Agencies of the Executive Branch only shall not procure software utilizing the Macintosh Computer Vendors List, except standard operating system software (i.e. OS7) and other software which is bundled as standard equipment on a line of computers. Agencies shall not procure desktop PCs, PC Notebooks, or non-Apple printers utilizing the Macintosh Computer Vendors List.

Questions should be directed to your Departmental DP Coordinator, or to the State Procurement Office.
Attention: Ruth Yamaguchi (808) 586-0567 phone or (808) 586-0570 facsimile

Exhibit A